

December 31, 2013

The Grant County Commission met at 8AM with Commissioners Dummann, Forrette, Mann, and Tucholke present. Commissioner Stengel was absent. Chairman Mann called the meeting to order. Motion by Tucholke and seconded by Forrette to approve the minutes of the December 17, 2013 meeting. Motion carried 4-0. Minutes filed. Motion by Forrette and seconded by Tucholke to approve the agenda. Motion carried 4-0.

Contingency: Motion by Forrette and seconded by Tucholke to approve the following year-end contingency transfers. Motion carried 4-0.

| FROM | TO | AMOUNT |
|------------------------------------|-------------------------------|---------|
| #112 Contingency | #111 Commissioners | 31,918 |
| #112 Contingency | #120 Elections | 2,504 |
| #112 Contingency | #142 Treasurer | 6,001 |
| #112 Contingency | #161 Government Buildings | 26,089 |
| #112 Contingency | #165 Veterans Service Officer | 3,649 |
| #112 Contingency | #213 Coroner | 5,782 |
| #112 Contingency | #215 Juvenile | 4,360 |
| #112 Contingency | #429 HIPPA | 50 |
| #112 Contingency | #435 ICAP | 2,089 |
| #112 Contingency | #514 Historical | 10 |
| #112 Contingency | #611 Extension | 6,735 |
| #112 Contingency | #612 Conservation | 791 |
| Total General Fund | | 89,978 |
| Other Funds: | | |
| #112 Contingency | TIF Bond Fund | 20 |
| Total Contingency Transfers | | 89,998 |
| Unused Contingency Budget for 2013 | | 70,002 |
| Unused Department Budget Authority | | 546,735 |

Cash Transfers: Motion by Tucholke and seconded by Dummann to approve the year-end cash transfers. Motion carried 4-0.

Cash Transfers:

| FROM | TO | AMOUNT |
|-----------------------------|-------------------|--------|
| 101 General | #221 EM | 10,000 |
| #250-ROD Modernization Fund | #101 General Fund | 600 |
| Total cash transfers | | 10,600 |

Capital Designation: Motion by Forrette and seconded by Tucholke to approve the following revised list of capital designations within the General Fund as of year-end 2013. Motion carried 4-0.

| | |
|--------------------------------|-----------|
| Software/ Hardware Upgrade | \$150,000 |
| Library Steel Roof Replacement | 60,000 |
| Highway Road Projects | 228,000 |
| Gov't Bldgs-Heating/AC/Windows | 78,152 |
| Total Designations | \$516,152 |

Auto Supplement: Motion by Dummann and seconded by Tucholke to approve an auto supplement of revenue and expense to #226 EM Fund in the amount of \$4479. Motion carried 4-0.

Allocations: Motion by Forrette and seconded by Tucholke to approve an allocation of \$12,000 to the NE South Dakota Health Care Foundation and an in-kind donation of gravel in the approximate value of \$38,000 to the City of Milbank for the street being built by the new hospital. Motion carried 4-0. Motion by Dummann and seconded by Forrette to approve an allocation of \$3000 to the LaBolt Park for picnic tables. Motion carried 4-0. Motion by Tucholke and seconded by Dummann to approve an allocation of \$2000 to Community Transit, Milbank site, in support of the local services provided. Motion carried 4-0.

Community Health Nurse: Joan Frerichs reported on the change in the state contract for the amount of nursing hours allocated to the local office. The contract amount for nursing services was reduced from \$10,300 to \$9,270 for the period of October 1, 2013 to September 30, 2014. Currently, the clerical staff is being assigned additional non-nursing duties. The workload for the clerical staff will be monitored and reviewed during the next budget cycle.

Executive Session: Motion by Dummann and seconded by Forrette to enter into executive session at 8:58 AM for the purpose of a personnel issue pursuant to SDCL 1-25-2 (1). Motion carried 4-0. Auditor Layher was present. Chairman Mann declared the meeting open to the public at 9:10 AM. No action taken as a result of the executive session.

Unfinished Business: None

New Business: None

Correspondence: None

Consent Agenda: Motion by Dummann and seconded by Forrette to approve the consent agenda. Motion carried 4-0.

1. Approve Shirley Zahn as Library Volunteer
2. Declare surplus a Rev Backup Drive/USB Card for Doc Star scan system, Fixed asset E-143-8845
3. Declare surplus an APC UPS BE500U, serial number JB0329019877 - not on fixed asset list
4. Declare surplus a Gateway 500 pc, serial number 0029239637, Fixed asset E-143-8669

Claims: Motion by Forrette and seconded by Dummann to approve the claims as presented. Motion carried 4-0 ARTCRAFT & FOREMOST, supplies 262.59; BIEN PHARMACY, prisoner care 59.30; BOB BARKER, supplies 249.47; BRODART, library cart 751.65; BUREAU OF INFO & TELE, prof service 346.00; BUTLER, equip, parts & service 28,051.74; CENTER POINT, books 493.98; CHS-BORDER STATES, gas & diesel 7,360.16; DAKTECH, computers 7,854.00; DEPT OF LEGIS AUDIT, prof serv 11,305.00; FREMAREK, supplies 198.31; G&K SERVICES, supplies 134.60; GALL'S, supplies 21.20; GAYLORD BROS, chairs 2,044.00; GLOBAL, comp supplies & laptop 1,210.00; GRAINGER, supplies 159.96; GRANT CO REVIEW, supplies & publishing 1,198.20; HARTMAN'S, supplies & groceries for prisoners 482.85; HEDAHLS, parts & supplies 106.86; BRENDA L HOLTQUIST, prof serv 119.00; DR BRYAN JOHNSON DDS, prisoner care 1,179.00; LABOLT DEVELOP CO, rent & internet 70.00; LABOLT PARK BOARD, allocation 3,000.00; CAROL LARSON, book 16.95; LIEBE DRUG, supplies 205.64; MAC'S, supplies 40.64; MCLEOD'S, supplies 170.01; MICROMARKETING, dvd 36.39; MILBANK AUTO PARTS, parts & supplies 725.79; MILBANK COMMUNICATIONS, supplies 71.30; MILBANK COMM TRANSIT, alloca 2,000.00; MILBANK LUMBER, supplies 418.00; CITY OF MILBANK, water & sewer 271.51; NORTHEAST HEALTH CARE FOUNDATION, alloca 12,000.00; NORTHERN TRUCK, parts 321.03; NORTHWESTERN ENERGY, nat gas 1,567.56; OVERHEAD DOOR, remotes 80.00; RELIABLE, supplies 91.61; ROBERTS CO SHERIFF, prisoner care 910.00; RUNNINGS, supplies 231.75; SCHUNEMAN EQUIP, parts & supplies 1,100.85; SD DEPT OF REVENUE, lab 105.00; SD DEPT OF TRANS, pavement markers 13,585.88; SD EMERGENCY MGMT ASSN, dues & regis 70.00; SEEHAFFER HARDWARE HANK, supplies 275.56; ST WILLIAMS, prof serv 125.10; STURDEVANTS, parts 96.69; TREVETT'S CAFÉ, prisoner meals 515.00; TWIN VALLEY TIRE, tires & prof serv 7,472.46; TYLER COMPUTER, comp equip 3,356.25; UPI, gas & diesel 7,213.05; VALLEY OFFICE, supplies 1,202.06; WATERTOWN IRON, iron 1,091.84; WEST PAYMENT CTR, ref mat 88.50; WITTROCK & SON, garbage service 530.00. TOTAL: \$122,644.29.

Payroll for the following departments and offices for the month of DECEMBER 2013 are as follows: COMMISSIONERS 4554.15; AUDITOR 12,843.50; TREASURER 8343.40; STATES ATTORNEY 9557.01; CUSTODIANS 4755.20; DIR. OF EQUALIZATION 5526.50; REG. OF DEEDS 5607.50; VET. SERV. OFFICER 1014.00; SHERIFF 15,734.56; COMMUNICATION CTR 10,748.18; EMERGENCY MANAGEMENT 2716.60; ROAD & BRIDGE 41,492.16; PUBLIC HEALTH NURSE 3112.20; VISITING NEIGHBOR 3070.34; ICAP 513.00; LIBRARY 8942.08; 4-H 2514.91; WEED CONTROL 2724.00; PLAN & ZONING 1477.26; VISITING NEIGHBOR BD 50.00; LIBRARY BD 325.00; PLANNING & ZONING BD 1600.00. TOTALS: \$147,221.55.

Payroll Claims: FIRST BANK & TRUST, Fed WH 12,519.84; FIRST BANK & TRUST, FICA & Med WH & Match 21,860.72; SDRS, retire 16,636.95; WELLMARK-BLUE CROSS OF SD, Employee and Commission health ins. 39,143.05; DEARBORN NATIONAL, life ins. 242.29; AMERICAN FAMILY LIFE, AFLAC ins. 1832.24; LEGAL SHIELD, deduction 197.20; OPTILEGRA, ins 293.71; SDSRF, deduction 90.00; OFFICE OF CHILD SUPPORT, deduction 566.00; ROGENBURG LAW, deduction 350.00. TOTAL: \$93,732.00.

It is the policy of Grant County, South Dakota, not to discriminate against the handicapped in employment or the provision of service.

The next scheduled regular meeting dates will be January 7 and 21, 2014 at 8 AM. Motion by Forrette and seconded by Dummann to adjourn the meeting. Motion carried 4-0. Meeting adjourned.

Karen M. Layher, Grant County Auditor

Guy E. Mann, Chairman, Grant County